

# STUDENTS' COUNCIL LATE ADDITIONS

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Tuesday December 7, 2004 – 6:00 p.m.  
Council Chambers 2-1 University Hall

2004-18/5      PRESENTATIONS

2004-18/5a      Presentation on Augustana by Matthew Hebert.  
Please see document LA 04-18.01

2004-18/6      REPORTS

2004-18/6c      Jordan Blatz, President  
Please see document LA 04-18.02

2004-18/6d      Lisa McLaughlin, Vice President (Academic)  
Please see document LA 04-18.03

2004-18/6e      Alvin Law, Vice President (Operations and Finance)  
Please see document LA 04-18.04

2004-18/6f      Duncan Taylor, Vice President (Student Life)  
Please see document LA 04-18.05

2004-18/9      BOARD AND COMMITTEE REPORTS

2004-18/9c      Discipline, Interpretation and Enforcement Board  
1. Decision #3 (PA) – November 18, 2004 (Reference: Appeal in  
the Matter of Knisely vs. The Vice President (Operations and  
Finance)).  
Please see document LA 04-18.06

2004-18/12      NEW BUSINESS

2004-18/12c      **MOTION BY LAW, RESOLVED THAT** Students' Council approve a  
shareholder loan not to exceed \$9000 for Campus Advantage charged  
at prime + 2%. Payment shall commence 5 years from the date of  
draw, full repayment with interest to be repaid no more than 10 years  
from the same date of draw.

Please see document LA 04-18.07

2004-18/12d

**MOTION BY TAYLOR(VPSL) RESOLVED THAT** Students' Council, on the recommendation of the DRO Selection Board, ratify the following students as Deputy Returning Officers for 2004/2005: Kimberly Algara, Cynthia Chiew, and Andrew Kwan.

2004-18/14

**INFORMATION ITEMS**

2004-18/14d

Possible Amendments to Bill #16

Please see document LA 04-18.08

2004-18/14e

Cram Dunk 24/7 January 10 – April 30, 2005

Please see document LA 04-18.09

2004-18/14

CA Draft Financial Statements

Please see document LA 04-18.10

Transition: U of A Students' Union/Augustana Students' Association  
Recommendations  
Draft: **December 3, 2004**

Services

### **Centre for Student Development (CSD)**

#### **Orientation**

*The main and Augustana campuses of U of A conduct their own orientation programs. While recognizing the distinctive aspects of Augustana's orientation process, Augustana's entry into the U of A provides the opportunity to the present orientation under through a common format to all campuses of the U of A. For Augustana it allows for the enhancement of the orientation process maintaining its focus on residence students and increasing the focus of orientation for all students.*

*In discussions with CSD they communicated that with the large number of students that participate in main campus orientation, CSD finds there is difficulty in testing new programs and concepts. Augustana's smaller population provides an advantage to demonstrate new concepts that in time could be implemented on the main the campus.*

**Recommendation #1: Explore means of developing a U of A wide orientation process beginning in 2006/07.**

#### **MUGS, First Year Initiative, From Backpack to Briefcase**

*These 3 services are not currently available. Augustana has been investigating the implementation of transition activities to retain students improve academic performance and increase career options.*

**Recommendation: Determine actual need for services over the next year. Allow SU and ASA to reinforce orientation process at Augustana ahead of implementation of transition activities.**

#### **Campus Ambassadors**

*Service currently offered by Augustana external relations office as part their recruitment activities.*

**Recommendation: Permit Augustana external relations office to continue to offer program as is.**

#### **Academic Guidance Centre**

**Recommendation #1: Add Augustana information to CSD on-line resources.**

**Advertise service to students.**

**Recommendation #2: Consider establishing an AGC kiosk at Augustana Campus as justified by student need, physical space and need.**

### **Student Group Services**

**Recommendation #1: Augustana student groups will register as U of A student groups as of September 1, 2005**

**Recommendation #2: ASA will retain local granting procedures and club/group coordination functions. ASA will ensure that student group related policies will be in the spirit of SU by-laws 5600 and 8700**

**Recommendation #3: Begin modification of the students' group online registration process and student group database to reflect integration of Augustana**

**Recommendation #4: Ensuring effective coordination of the Student Extracurricular Activity Grant process at Augustana.**

### **Information Services**

*Online services offered will be widely accessible. Most online services will be requiring tweaking to allow Augustana students to input and access localized information.*

*Discussions are underway with senior academic administrator about the collection of exams. It is anticipated that an exam collection process will be in place by the winter 2005 term.*

**Recommendation #1: Begin modification of online services for access by Augustana students.**

**Recommendation #2: Advertise and raise awareness of online service to Augustana students.**

**Recommendation #3: Consider implementation of an Information Desk at Augustana when student numbers and size of campus make it feasible. (Consider at 1500-2000 students. Campus growth)**

### **Ombudservice**

*No similar service is offered to Augustana students at this time. Students require an independent resource to assist them with academic and non-academic problems as well as a source for solutions and support. With the implementation of U of A policy (academic and non-academic) students will benefit from the support of the Ombudservice.*

*Preliminary discussions have looked at interim solutions to implement the Ombudservice at Augustana.*

**Recommendation #1: Raise awareness of online Ombudservice information.**

**Recommendation #2: Ombudservice be offered to Augustana students on a periodic basis (e.x. \_ day per week) assuming that space needs at Augustana are met and allocations are made for transport costs. (Starting in 05/06 year).**

**Recommendation #3: Reconsider the method of offering Ombudservice with facility and student growth at Augustana. (3 to 5 year range)**

### **Student Financial Aid Information Centre (SFAIC)**

*Services currently offered by SFAIC are offered through the Augustana Financial Aid office. This situation has been communicated to the Dean (Roger Epp) at Augustana Faculty. Dean Epp is interested in the possibilities of Augustana students receiving financial aid service SFAIC. Discussions are preliminary at this stage and will require further work. One benefit of offering financial aid services through the SFAIC model is the consistent presentation of financial aid information throughout the U of A.*

**Recommendation: Continue to undertake discussion with the Dean, Augustana Faculty on the prospect of offering SFAIC at Augustana.**

### **Other Services (Long Term Implementation)**

SafeWalk: Due to the distinction between the main and Augustana Campuses it is not evident at this time for the need to immediately implement SafeWalk at Augustana. Student and campus growth may justify the consideration of this service.

Campus Food Bank: It has not been established if there is a definite need for a campus food bank at Augustana. There will also be a need for physical space to facilitate a food bank at any stage in time. Such space will not be available for another 2-3 years.

Student Distress Centre: While Augustana has a psychological counseling centre there is no distress centre. There are further opportunities to explore the opportunities provided by this centre including the training (through the SDC) of Augustana students to volunteer as crisis counselors on the Augustana Campus

ECOS: ECOS director has been invited to tour the Augustana Campus to consider meaningful methods of incorporating environment support programs.

### **Student Planners**

*Augustana Students' Association currently produces a daytimer. The SU produces a student planner that allows faculty associations to purchase faculty specific sections.*

*Augustana Faculty produces a student handbook whereby there is considerable duplication of information between the ASA daytimer and Augustana handbook. Augustana administration has been approached to consider joining with the ASA in producing an integrated Augustana Faculty section in an SU student planner.*

*Augustana's academic dates will be standardized with those of the U of A in the 2006/07 academic year. This poses some challenges in the production of an Augustana Faculty section. The distinction in dates between the two campuses would require several special notes in the 2005/06 edition. Discussions with the ASA have led to an agreement that the ASA lead the creation of an Augustana Faculty section in the SU student planner for the 2006/07. This would also allow additional time as well to convince Augustana administration on the concept on an integrated student handbook.*

**Recommendation #1: ASA to lead creation of an Augustana Faculty section in the SU student planner for the 2006/07 academic.**

**Recommendation #2: For the 2005/06 academic year the SU can purchase space in the ASA daytimer to provide organizational information and service details to Augustana students.**

## Fees

**Recommendation #1:** Students at Augustana Faculty will pay the Students' Union Membership fee. (FT: \$30.83/term; PT: \$15.04/term)

**Recommendation #2:** The Students' Union will retain an administrative fee to cover expenses due to additional members. This fee will be determined in consultation with SU management.

**Recommendation #3:** The SU will retain an additional amount to support the provision of services at Augustana Faculty. The remainder of the membership fee will be remitted to the Augustana Students Association to provide localized services. The ASA will levy a differential fee (ex. SU bylaw 8451) to cover the shortfall between the remainder of the SU membership fee and the ASA's existing fee structure.

**Recommendation #4:** See principles on Dedicated Fee Units

**Recommendation #5:** Ensure that Augustana business office is aware of changes to fee structure so the business office is prepared to collect the new fees.

## Budget

**Recommendation:** With SU executive and management and service and finance officials:

- a) anticipate budget impacts of additional service/programs to Augustana
- b) locate appropriate efficiencies between the two organizations (e.g. used book store)
- c) Plan for impacts due to transportation between two campuses
- d) Cost of governance functions

## Elections

**Recommendation #1:** Prepare for elections of SU executive, BOG representative and Student councilor for spring '05. Maintain the ad hoc approach of cooperation between the ASA and SU CRO's adopted in GFC elections in fall '04 to organization this spring's election.

**Recommendation #2:** Effective 2005-06, the SU will have a position of an associate CRO (Augustana) to oversee the SU and ASA election processes. Costs will be divided according to responsibilities.

**Recommendation #3:** Effective 2005-06, ASA elections will occur on the same dates as the SU and GFC councilor elections.

**Recommendation #4:** To raise awareness of the SU executive and BOG elections at Augustana the associate CRO (Augustana) will work with the CRO to ensure that candidates have access to display space at Augustana and organize forums or other opportunities for candidates to present themselves to Augustana students.

## Governance/Representation

**Recommendation #1: ASA will continue to exist according to the provisions of Bylaw 8350 (includes registration as a student group). The ASA will act as the primary representative of students at the Augustana Faculty.**

**Recommendation #2: Augustana students will become full members of the SU effective September 1/2005 having all the rights and privileges of membership including the ability to participate in the electoral processes of the SU.**

**Recommendation #3: Creation of an Augustana Oversight Committee within the SU to ensure that Augustana students are well-served by the SU (allow to gain the full potential of SU membership) and to ensure the full participation as new University of Alberta students. This committee would also serve as a communications tool between the SU and Augustana. Membership will be determined.**

**Recommendation #4: The Student Councilor from Augustana will be assigned to ensure effective communications between the two campuses, represent and oversee SU activity at Augustana and act as the SU's primary representative on broader representational issues at Augustana.**

### **HR Issues**

**Recommendation #1: Complete the process of developing a secondment agreement between the ASA and SU relating to the SU employee at Augustana by Jan 31/05.**

**Recommendation #2: Provide support to the ASA in understanding SU personnel policies and guidelines**

**Recommendation #3: Support the ASA in preparing for future staffing needs.**

### **Building**

*The SU is offering to support the ASA in its efforts for student building. The input and expertise of the SU will be invaluable in this process. This building will support the growth of the ASA and provides space for the ASA and SU to provide services and programming to Augustana students. Bill Smith has offered to assist the ASA in the planning stages.*

*In time SU business management staff will be of assistance in the development of business within an Augustana student building which will support the growth and sustainability of the ASA.*

### **Steps Forward**

1. SU and ASA executives review recommendations. (by November 25, 2004)
2. Approach relevant service directors and update them on the progress (Late November to Mid December)
3. For future executive level meetings...each executive will assign two delegates to continue discussions. Arranging to have all executives meet drains resources and presents logistical challenges. (Agreed that Presidents' will continue to meet. Next meeting: November 25, 2004)

4. Once there is a comfort level at the executive with the proposal(s), the respective student councils will be approached to consider their views and ask for their endorsement. (no later than January 30, 2005)
5. Process of integration begins.

Principles on Implementing Dedicated Fees at Augustana Faculty (DRAFT)  
December 1, 2004

1. Augustana students will become U of A Students' Union (SU) members September 1, 2005. Membership includes payment of membership fees.
2. The base SU membership fee is in the process of being determined through negotiation between the SU and Augustana Students' Association (ASA) executive. This fee will be ratified no later than January 31, 2005.
3. Concurrently, the Dedicated Fee Unit Committee is reviewing Dedicated Fees levied to U of A students. This presents an ideal opportunity to plan the implementation of the levying of dedicated fees to Augustana students.
4. For the purposes of this implementation the existing fees are separated into three groups: the "altruistic fees", the "referendum fees" and the "long term fees"
5. "Altruistic fees" include the Access Fund, the Brody Fund, the Student Involvement Enhancement Fund and the World University Service of Canada Fund. Such fees support programs and initiatives that seek to assist individuals in need, support community groups and honor excellence within the student body. There is an understanding that Augustana students would be willing to pay these fees provided that they see appreciable benefits. This would include: the publicity of the funds; ability to apply to the Access Fund; contributing to Camrose charities through the Brody Fund; and allowing Augustana students to apply for awards through the Student Involvement fund.
6. "Referendum fees" include the First Alberta Campus Radio Association Fund, the Gateway Student Journalism Fund, Alberta Public Interest Research Group Fund and Student Legal Services Fund. These funds support programs that provide services directly to students. Contact is being made with each group to investigate the feasibility of providing these services to Augustana students. If the offering of the service to Augustana students is deemed feasible, Augustana students will have the choice through referendum to approve the levying of an appropriate fee to have the service offered at the Augustana campus.
7. "Long term fees" include the Golden Bears & Pandas Legacy Fund and Campus Recreation Enhancement Fund. As discussed at the November 25, 2004 meeting, the Augustana Faculty has not formalized the future of its campus recreation program. While there is additional work to be done in determining the status of campus recreation there is a need to investigate the possibility of broadening the scope of the Golden Bears fund. In light of long term nature of the discussion, it is appropriate to delay the consideration of the implementation of these fees for at least 2 years.
8. Discussions are being conducted with Augustana administrators on the logistical aspects of collecting these fees.

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Report for Students' Council  
Jordan Blatz  
President  
December 7, 2004

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Good evening Council,

The following is a list of things that I have been working on since last meeting:

1. **Provincial Election** – On Wednesday, November 24 the Premier announced the new Cabinet and our new Minister of Advanced Education, David Hancock. This is really good news us, as I have found Minister Hancock to be very understanding of the issues facing post-secondary education and willing to listen to students. CAUS will be meeting with Minister Hancock on December 13<sup>th</sup>. This meeting will be crucial to our efforts for more funding and ultimately, our ability to not have a maximum tuition increase this year.
2. **Meeting with Premier-** After the policy delivery at the Farm Fair, the Premier was quoted as saying that he was willing to meet with students. The SU took him up on the offer and he has agreed to meet with us in a few weeks (after a trip to Ottawa and a short holiday). The date and time is still to be determined. This will be a tremendous opportunity for the SU and I look forward to discussing tuition, student debt, and funding for post-secondary with the Premier.
3. **International Tuition:**
  - a. **Town Hall meeting** – On Wednesday, November 24 I held a town hall meeting with International students at the International centre. Approximately 200 students attended and we discussed their thoughts and issues with the proposal. Most of the issues raised I had already heard through email and brought up with the Administration, however, it was truly awe-inspiring to see the passion and the fear that these students felt towards this potential increase.
  - b. **Budget Advisory Committee** – On Thursday, November 25 we had our second last BAC meeting. At this meeting I briefed the Admin on my town hall meeting and once again told them the students/my concerns with this proposal. I asked the Provost to hold a forum where international students could ask questions and share concerns with him directly. I also let the Administration know that if they continued to push forward with the 23.5% increase that the SU was prepared to fight them vehemently on campus and in the media.
  - c. **Forum with the Provost** – On Tuesday, November 30 the Provost held a forum with international students from 4pm until 5:30pm. The forum was well attended with about 110 students and the Provost had the opportunity to see the passion and fear that I saw at my town hall meeting. The students asked a lot of really good questions and brought up a lot of really good concerns.

Although most of the issues brought up at the forum had already been raised in BAC, it was good for the Provost to hear them directly from students.

- d. **Meeting with the Provost** – On Wednesday, December 1 I met with the Provost to discuss the forum on Tuesday and encouraged him to listen to the concerns of the students, the SU, and the GSA.
  - e. **Budget Advisory Committee** – On Friday, December 3, we had our last Budget Advisory Committee. The administration brought forward a different proposal in regards to international tuition. This new proposal is a multi-year proposal over three years, with a smaller increase in the first year and progressively larger increases in year two and three. The SU is still opposing the new proposal and we will be pushing for ‘grand-fathering’ at APC tomorrow.
4. **Meeting with APC, BFPC, BoG** – Alexis (GSA President) and I have been meeting with every member of APC, BFPC, and the BoG to discuss our issues with the international tuition increase and tuition in general. These meetings have been going well and we will finish them up on Thursday.
  5. **Tuition** – We are in the process planning events for tuition week in January. We will have all our plans finalized by December 17, so if you would like to offer any input into the events we run in January, please email Hailey, our Campus Campaigns Coordinator ([hailey.pinto@su.ualberta.ca](mailto:hailey.pinto@su.ualberta.ca)) or me. To get students thinking about tuition before they leave for the break, we will be utilizing the wall of gold with a Christmas themed display, making students aware of the tuition proposals and the facts involved.
    - a. *Joint meeting with the Minister* – The Provost has asked me to be part of a meeting with the Minister in January. This would involve the Provosts, SU, and GSA Presidents from U of A, U of C, and U of L. The major focus of this meeting will be to push for a large increase in our operating grant, which I believe will be the key to obtaining tuition relief this year. More on this as it develops.
  6. **Engineering Week** – The ESS has approached the SU Exec for our support to hold Engineering Week on campus this year. I had a meeting today with the Dean of Engineering, more to be added verbally.
  7. **ECO/EPIO** – Our Advocacy Department is in the process of hiring a new Executive Communications Officer and External Policy and Information Officer. We hope to have these positions filled by the end of the week. I would like to say thanks to Mike Horler and Susan Nguyen for all of their hard work and dedication. They were extremely valuable members of our Advocacy team and I wish them the best of luck.
- 8. Upcoming:**
- GSA Winter Gala
  - APC
  - More meetings with BFPC and BoG
  - BFPC
  - BEAC
  - Board Planning Retreat
  - Christmas Holidays (Note: I will be out of the office from December 17<sup>th</sup> until January 5<sup>th</sup>).

## Report to Students' Council, December 7, 2004

Lisa McLaughlin, Vice-President (Academic)

For period November 23 - December 7, 2004

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### ❖ PROJECTS:

#### Academic Survey

Met with ATL to discuss a process and refine our timeline for this project. Ethics proposal and consent forms for focus groups were completed but are waiting to be sent for approval. Will be meeting with the Registrar along with Stanley from ATL soon to discuss issues surrounding limiting students' ability to complete an on-line survey more than once. Once this issue is resolved, the ethics application will be sent.

#### Students' Union Undergraduate Survey 2004

ATL is completing cross-tabulations. Dan has been meeting with SU services to discuss initial results and develop marketing plans. Next steps: design and production of report booklets; invoicing partner units for covering costs.

#### 24/7 Study Space in SUB Pilot Project

This wasn't originally something I had intended on taking on, but it fell into my lap and it a great opportunity for the Students' Union to work with the University to offer something I feel will be valuable to students. Met with Carl Amrhein (Provost & VP Academic), Don Hickey (VP Facilities & Operations), Bill Mowbray (Director, Campus Security Services), Mary Paul (EA in Don's office), Alvin Law, Bill Smith, and Margriet Tilroe-West (SU Senior Manager, Facilities & Operations) on November 26, 2004 to discuss costs and the plan for the pilot. The University's portion of the cost was approved by the Executive Planning Committee (EPC) on Tuesday, Nov 30. Stay tuned during today's Council meeting for more information...

#### Bear Scat

Two new servers have been ordered for Bear Scat and should arrive any time now, so Stephen will be working over December on this. I am also working with Stephen to develop a Memorandum of Understanding (MOU) with respect to Bear Scat and its relationship within the SU. Council will be asked to engage in a discussion or to comment on this relationship at some point in the near future.

### ❖ VP ACADEMIC COMMITTEES:

- **Nov 25 - Awards Committee** - Discussed ideas for a theme for SU Awards Night 2005, including picking a quote and a speaker. Dr. Indira Samarasekera was selected as being the top choice of speaker. Samantha will proceed with contacting her with a request to speak.
- **Nov 26 - GFC Student Caucus Orientation** - Held an orientation session for five new members of GFC as well as elected members who missed the September orientation.
- **Nov 29 - GFC Student Caucus x 2** - Held two GFCSC sessions to discuss the GFC agenda and familiarize student reps with the Academic Plan and how they will be asked to contribute at GFC.
- **Dec 2 - Academic Affairs Board** - Presentation and discussion from Brad Wuetherick, Special Projects Officer, Research Profile Project, Office of the VP (Research) re: the

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final report of the Working Group on Teaching and Research. Also voted on a political policy re: Add/Drop Deadline. A formal report will appear on the January 11, 2005 Council agenda, at which time Council will be asked to accept, reject, or revise the proposed political policy. Councilor Lau would like AAB to look at developing a political policy in response to the teaching and research report, as it is important to consider what the SU should push for in the next few years as the Academic Plan is developed and the University moves to consider/adopt the recommendations from the report.

- **Dec 6 - Council of Faculty Associations (CoFA)** - Presentation and discussion from Brad Wuetherick, Special Projects Officer, Research Profile Project, Office of the VP (Research) re: the final report of the Working Group on Teaching and Research. Presentation and discussion with Dan Costigan, SU Senior Manager of Marketing and Communications, regarding FA involvement in the SU Handbook for 2005-06. Brief discussion about FA Fees and FA Membership Fees.

#### ❖ UNIVERSITY COMMITTEES:

- **Nov 24 - GFC Exec ad hoc committee on E-surveys** - Items of interest: The committee is developing a formal process that researchers and other parties wanting to access student e-mails will have to go through to obtain this privilege. There is concern that student e-mail accounts will be abused because of their convenience in research.
- **Nov 24 - GFC APC/Exec joint meeting** - Items of interest: Presentation and discussion of the Academic Plan.
- **Nov 29 - GFC** - Items of interest: Lots of questions from students!
  - Mustafa: miscellaneous fees
  - Lisa: traffic and construction concerns; criteria and methods used by Faculty Advisory Selection Committees; criteria and methods used to hire sessional instructors; plans for spring/summer programming; standards for hiring/admissions with respect to English language competency; advertising plans for modem pool cost-recovery service; follow-up question re: WebCT Vista
  - Alex: "The Admission" at Convocation - religious implications
  - Louis: final exam scheduling and exam deferrals

I am going to be working with Louis and others to develop a policy revision to the exam deferral policy to allow students with more than  $n$  exams (finals? midterms? both?) to defer one or more. I will take this to AAB and COFA in January. There is a subcommittee of the GFC ASC that is supposed to look at exam deferrals, so I will be contacting the Chair to organize a meeting of that committee.

I also asked some questions about why the entrance averages were getting so high and whether the University is concerned (they are) and about plans to offer more study space in residences, especially given the increases in charges against first- and second-year students for plagiarism and cheating.

GFC also discussed the Academic Plan. Reminder: You can submit ideas regarding the Academic Plan via <http://www.uofaweb.ualberta.ca/academicplantookit/>

- **Dec 1 - GFC CLE** - Items of interest: Presentation and discussion from Brad Wuetherick, Special Projects Officer, Research Profile Project, Office of the VP (Research) and Olive Yonge, Chair of the Working Group on Teaching and Research re: the final report of the Working Group on Teaching and Research. Discussed the role of CLE. It was also mentioned that Deans' Council was receptive to the work done by

the CLE subcommittee on Faculty Evaluation Committees (FECs) and that it would be useful for GFC CLE to weigh in on the criteria we would like to see dealt with during the FEC process.

- **Dec 2 - AISSC** - Items of interest: A proposal looking at expanding eCommerce at the University of Alberta - e.g., enabling students to pay their lab fees on-line. This will centralize eCommerce activities at the U of A and will enable audits to be done centrally, thereby decreasing costs.
- **Dec 6 - GFC Executive Committee** - Items of interest: Discussed 2004-05 GFC Workplan; changes to Calendar policy regarding missed term work and absences from exams; presented info on 24/7 SUB for information; approval of Augustana courses and academic regulations, which will be brought in line with the rest of the University in the future.

#### ❖ OTHER MEETINGS:

- **Dec 3** - Meeting with Paul Sorenson (Vice-Provost Information Technology) and Rob Lake to discuss concerns re: WebCT and CNS downsizing (e.g., reduction of proctor support in labs), as well as student involvement in strategic planning for IT initiatives on campus.

#### ❖ EVENTS:

- **Nov 24** - International Student Tuition Consultation @ the International Centre - I took minutes.
- **Nov 30** - International Student Tuition Forum @ Horowitz Theatre
- **Dec 4** - Students' Union Christmas Party @ Dinwoodie - I got auctioned off for \$60 or \$65 for two hours of service to Linda Hayes, SU Senior Manager of Finance and Administration. Not sure yet what I'll be asked to do. Thanks to the BoG Rep for being my date!

#### ❖ UPCOMING:

- **Dec 8** - APC - vote on tuition proposal
- **Dec 9** - Lisa's final exam
- **Dec 10** - SU Christmas Party for Kids - Rahim Jaffer will be attending for 2 hours to help out
- Christmas gatherings galore!
  - **Dec 9** - GSA Winter Gala (reception)
  - **Dec 14** - AIS Open House
  - **Dec 14** - Travel Cuts Open House
- **Dec 15** - Meeting with Margaret Wilson from UTS re: improving teaching at the U of A
- **Dec 15** - Meeting with Registrar and others re: miscellaneous fees
- **Dec 16** - GFC ASC
- **Dec 17** - GFC CLE FYLE
- **Dec 22** - APC
- Meetings with AVPA and UPIO re: planning and organizing for next term
- **Jan 5** - GFC CLE
- **Jan 10** - GFC Exec

**Report to Students' Council**  
**December 7, 2004**  
**Alvin Law – Vice President (Operations & Finance)**

**24/7 SUB:** Lisa, Bill, Margriet and myself met with Carl Amrhein, Bill Mowbray, Bill Conner, Mary Paul, and Don Hickey to discuss introducing a 24 hour SUB. Lisa has tabled her proposal for all of you at tonight's meeting.

**Access Fund:** Met with Doug Mann from the University External Affairs office to discuss the use of the Access Fund as contributions on Campaign 2008. The Access Fund Board of Directors was surprised at the listing of the Access Fund bursary amount as a donation to Campaign 2008 from the Students' Union. After meeting with Doug Mann over the matter, the issue was resolved and for future promotions, material will outline that Access Fund is contributing to the campaign through bursaries and the motto of "Students Helping Students" and that the SU is not directly donating \$7.1 Million. Doug Mann will make a presentation to the Access Fund Board to educate the members about the campaign and communication shall be more open in the future. Also spent some time reviewing applications and giving out bursaries.

**APIRG:** Attended an APIRG meeting where we discussed again the attendance policy, board development, working groups, staff evaluation, and talked about the issue of having partisan meetings in the office. As a result of the discussion, the board decided to hold very strongly to the rule that all meetings in the office in HUB shall be non-partisan and that only discussion groups are allowed. No club meetings shall occur as they have the possibility of being perceived as endorsement. An update on APIRG running a referendum for levying a GSA fee was also given. APIRG will be presenting to the next GSA Council to have a referendum question added for this upcoming GSA election. APIRG's Annual Report is also available now, if you would like copies, please visit the office or see me.

**Budget Committee:** Had several meetings the last few weeks to finish recommendations on a new budget process and current financial methods. The recommendations are presented in the council package. If there are any questions, please ask myself or one of the Budget Committee members. Please note that the recommendations contained herein only refer to things that need to be legislated. There is a whole other section that deals with more internal operations and how this is going to run.

**Campus Advantage:** See attached report for a summary of the meetings.

**Dewey's Grand Opening:** Dewey's had its re-opening with new furniture and a new menu last Friday. The posh facilities upstairs are an inviting area for all those that wish to lounge and chill. We have expanded our "snack" menu to include a wide selection of cakes, cookies, etc that fit well with the drinks that are available. You should all go check it out, many thanks to EQ3 for sponsoring the new mezzanine furniture.

**FACRA:** Met with Charlotte Bourne from CJSR to work out the details of the FACRA Operating Agreement. The details of the contract have been hashed out and will come to Students' Council for approval after the FACRA Board approves it.

**Health Plan:** Bill Smith, Duncan, and myself presented and answered questions on our Health Plan Investigation to Student Life Board last week. After many hours of work from all parties, there was consensus on which broker we should continue discussions with. All info regarding this will be discussed tonight.

**Liquor Liability:** Met with Linda Dudley and Tammy Wilson to clear up confusion over the University's stance on liquor liability, specifically pub crawls. Pub crawls and liquor related activities are becoming an increasing concern as insurance companies start distancing themselves from insuring Student Clubs. We have been quite lucky this year to find coverage however, it was not without significant challenges. Pub crawls are strongly discouraged right now by both the University and the Students' Union due to the risks. We are currently waiting on the University to compile their policies and regulations after which we will have to examine ours and take appropriate action.

**SU Christmas Party:** Attended the SU Staff Christmas Party on Saturday night where we met with a bunch of people who we rarely see due to our departmentalized organization. It was a great chance to catch up with people who work throughout the Students' Union while raising money for the Christmas Bureau. We raised a great amount of money through a silent auction and auctioning off the executives. Many thanks go out to staff at Information Services who "bought" me for an astounding amount of \$65 for two hours of work as well as all those who helped plan and organize the event.

# **Campus Advantage Mid Year Meeting Report**

## **November 27-30, 2004**

### **Alvin Law – Vice President (Operations & Finance)**

The Campus Advantage Mid Year meeting this year was one that would be critical in terms of what direction the organization takes the next few months. Campus Advantage, while still in its infancy has shown great growth and still has massive potential. This growth however, has not been without its growing pains through mistakes of the past. Due to the choice of the CA Board of Directors in its first year of operation to not take out one of the required shareholder loans as outlined in the business plan, as well as a bad partnership with a marketing company that failed to deliver, and the rather slow uptake of its programs by shareholder schools, Campus Advantage has not grown at the rate expected of it in its early years. Fortunately however, CA is still showing good growth and is very close to breaking even, however, there are outstanding dues on the company in the amount of approximately \$10 000 to Brock University from unpaid rent and outstanding staff salary. As a result of these fortunes the current Board of Directors had a tough decision to make since cash flow has now run to a critical point.

The Board of Directors 13 hour Sunday meeting at Brock University in St. Catherines was an intense period where the board had several tough decisions to make and much discussing to do. After several hours of examining the situation the company was in, four options for the future were discussed.

- 1) Continue operations with a \$45 000 shareholder loan in order to keep a full time National Program Director, repay debts to Brock University, hire a part time administrative assistant, refocus the direction of Campus Advantage away from national gatekeeping and towards the currently successful programs, new potential revenue generating programs, Student Association networking, and a 'new product' trade show for Student Associations. The full time staff would perform business development by actively seeking out new business and promote Campus Advantage across the country while the part time staff would take care of office work. There would be no deterioration to any of our programs.
- 2) Have a board run model without any staff whereby the Board of Directors would be responsible for running and continuing operations of the company. As most of us knew, the distances, local commitments, and lack of centralization of the board would mean this option would simply cause a prolonged death for Campus Advantage. This was an option that would eventually result in option 3 below. As a result, this option was discounted since it repeated what option 3 was.
- 3) The most stark option available was to simply wind down operations of the company within the next 6 months and leave the majority of things as they are. The result of winding down operations would mean that shareholder investment would be lost, contracts CA currently is in would be defaulted on, all current programs involving third parties and Student Associations would be left to sort themselves out without involvement by CA, and no new benefits to the Student Associations would exist. The board decided that as a result of the commitments CA is currently held to, as well as the potential and proven success of programs, this was not an option that was available. It was further compounded by the fact that CA currently has a debt of

approximately \$10 000 to Brock University that would have to be paid back or at least split evenly amongst all shareholder schools. The financial statements show that CA has grown immensely in the past year and is coming very close to breaking even operationally.

- 4) The last option that was available was to have a board run model with a part time administrative assistant who would handle day-to-day activities such as phone calls, emails, and centralize contact between board members. This member would examine opportunities/programs as they came to us but would not actively seek them. This option is judged as essentially the status quo of Campus Advantage at this time. It has proven itself that without active solicitation and business contacts, CA would simply drain its finances without significant growth. Thus the board decided that this would be a fruitless journey and discounted this option.

With a consensus that Campus Advantage was so close to breaking even, the board did not want to see the company shut down at this critical time. If Campus Advantage continues the trend it is on, it would break even next year and start garnering surpluses. As a result, the board decided to pursue option 1. We decided to solidify our recommendation to the shareholders for the shareholders meeting and develop a solid new direction.

On Monday, all of the shareholder schools that showed up underwent several presentations from companies that wished to partner and access the Student Association market through Campus Advantage. We saw updates on Campus Advantage in general, updates on the programs currently running and general insurance. We then went into presentations on new products and proposals from Fokus Media, MXN Media, and Think Green. The next day saw presentations from DVD Fastlane, Inkjet Island, and SPC. After a quick lunch, the very important Shareholders meeting took place. With all shareholder schools present except U of Ottawa and U of Regina, the meeting commenced with a verification of shares. After this was finalized, the shareholders voted Ron Gourlay, General Manager of Brock University Students' Union to continue as Chair for the next 2.5 years.

Next came the very important discussion on what the next step for Campus Advantage would be. The four options presented earlier were introduced to the board. The CA Board of Directors made their recommendation of option 1 to the shareholders and discussion ensued for the next couple of hours. Eventually, a motion was made for CA to request a \$45 000 loan from its shareholders at a value of approximately \$208 /share. Paper ballot votes were cast and resulted with the following:

For:	186 votes
Against:	9 votes
Abstain:	21 votes

With those results, CA solidified the request that all shareholders provide a loan of approximately \$208 /share offered at prime +2% in order for CA to continue its operation.

After the big decision, the meeting wrapped up with general discussion on new ideas, feedback on the presenters, and new directives. The shareholders decided that Campus Advantage would pursue discussions with MXN Media over potential cooperation in marketing and accessing their product. After the general discussion, the meeting was adjourned and we all parted ways and headed back to our homes.

**Duncan Taylor – Vice President Student Life  
Council Report December 7th**

**The Health Plan:** HUZZAH!!!! SLB has made it's choice. Most of the past few weeks have been devoted to getting documents ready for SLB and then council tonight. It's a good plan.

**Anti-Freeze:** Registration. We still have some empty slots, so with the appropriate bribe, you may still be able to enter a team.

**Bar Revitalization Meeting:** Further discussion on recent initiatives to reduce costs, and implement tasks wrt Friday nights.

**Responsible Use:** Finalized the Responsible Use campaign. Need to hammer out numbers with Steve and then the entire sponsorship package goes to AGLC. Huzzah again.

**Survey:** Prelim survey data has come back! Some interesting results in the raw data, but right now we are waiting for some of the cross tabulation to come through. More on this story as it develops

**University Secretary Selection Committee:** Interviews have started.

**ZYR:** Chris, Norma and some reps from Alumni met and we outlined what sort of a ZYR type event we would like to see done this year.

**CFB:** Unable to meet due to a lack of quorum, but went over some new goings on with the CFB. New financing proposal not ready yet due to the President, VPOF and VPSL otherwise occupied.

**SU Christmas party:** Had final meetings about then MC'd the staff party. Good times.

**Tobacco Policy Meeting:** Met with some interested parties about SU position on Tobacco and outlined some of the recent decisions made in the SU surrounding the issue.

**Meetings:** Weekly meetings with Steve Derpack and Tyler D.

**APRC:** On Tuesday. After this report is due.

**Molson:** Read over a letter from the GM to Molson re: outstanding sponsorship from last year.

**Coming Up!**

Write Final

Plan Anti-Freeze.

Climb tallest mountain in Africa

I know that I must do what's right sure as Kilimanjaro rises like Olympus above the Serengeti

Discipline, Interpretation and Enforcement Board Report to Council December 7, 2004 (Late Additions)

The following rulings have been made by the DIE Board:

**THIS APPEAL IS FROM THE DIE BOARD DECISION OF NOVEMBER 18<sup>TH</sup> 2004 IN THE MATTER OF KNISELY V. THE VICE PRESIDENT (OPERATIONS AND FINANCE) OF THE STUDENTS' UNION (DECISION #3).**

**Knisely v. VP Operations and Finance (Students' Union)**

**Date Heard:**

December 3, 2004

**Members of the D.I.E. Board Present:**

Alex Ragan, Chair

Jeevan Nallainayagan

Chris Stolfa

Guillaume Laroche

Michael Solowan

**Appearing for the Appellant:**

Adam Knisely

**Appearing for the Respondent:**

Alvin Law (VP Operations and Finance)

The issues are, first, whether the DIE Board panel of first instance made a factual error in their decision; second, whether the decision of the panel of first instance that there was "approval" of the loan at issue; third, what is the appropriate remedy in this respect.

It was pleaded by the appellant for censure of the lower panel for its decision. However, this issue was not properly before the Board as the lower panel was not a party to the present proceedings.

At the outset, the appellate panel would also like to note its appreciation of the complications experienced by the panel of first instance respecting the attendance of parties. This issue has now been resolved in the Board's Protocols.

**Factual Errors by the Panel of First Instance**

The standard of review to be imposed by an appellate panel of DIE Board on the factual findings of a panel of first instance is patent unreasonableness. There was no argument presented to the appellate panel that would persuade us of any unreasonableness in the findings of fact of the panel of first instance. Given the evidence before them, and the absence of an adverse party, there is no reason to conclude that their findings of fact were unreasonable.

**Was there "Approval" of the Loan**

Both parties agreed before the appellate panel that there was no "approval" according to the customs of the Students' Union. As such, the appellate panel makes no determination as to what constitutes "approval" under s. 8(e)(ii) of Bylaw 3100.

**Penalty**

The appellate panel notes that in the decision of *Smith v. Executive Council (DIE Board Ruling of January 23, 2004)* it was held that “violating financial rules is one of the worst crimes that can be committed” and may warrant censure of the offender. However, the appellate panel distinguishes that case from the present matter on the grounds that specific approval mechanisms are not found in s. 8(e)(ii) as they are in s.17.

In addition, the appellant panel notes the steps taken by the respondent to ascertain the proper methods of approval. In the panel’s view, this constitutes due diligence. The appellant did not establish recklessness, malice, or fraudulent intent. The allegation of bad faith was unsubstantiated.

As such, the DIE Board finds censure to be an inappropriate remedy.

Appeal dismissed.

## CAMPUS ADVANTAGE

**Campus Advantage** is an innovative and unique organization 100% owned by Canadian post-secondary student associations. It was created in 2000 to find the best deals for students in products and services that they typically purchase; to make it easier for student-friendly organizations to reach students; and to provide those organizations with an opportunity to support student services.

The network of campuses currently reaches over half of Canadian college and university students, delivering programs that offer worthwhile savings. These programs are endorsed by the representative student associations who recognize that their students spend significant amounts of money on similar products and services. Campus Advantage provides a national vehicle to save students money and to help fund valuable student services.

The goal behind Campus Advantage is to provide a national vehicle through which student associations can cooperate to bring price savings to students on items they buy anyway, and to better control student-focused marketing activities which have long been conducted without student control. This concept is all about the protection of student interests through a student-owned and student-controlled entity.

Our network continues to grow as we add more campuses that enjoy in our programs. The primary student associations involved are our shareholders;

- Acadia Students' Union
- The Students' Union, The University of Alberta
- Brock University Students' Union
- Dalhousie Student Union
- University of Manitoba Students' Union
- Northern Alberta Institute of Technology Students' Association
- Student Federation of the University of Ottawa
- The Alma Mater Society of Queen's University
- Red River College Students' Association
- University of Regina Students' Union
- Saint Francis Xavier University Students' Union
- Saint Mary's University Students' Association
- Federation of Students, University of Waterloo
- University Students' Council of the University of Western Ontario
- University of Windsor Students' Alliance

Non-shareholding student organizations also participate in Campus Advantage programs. This opportunity for external participation has extended our reach of students to approximately 700,000 – over 50% of the Canadian post-secondary population. These student organizations have participated in various Campus Advantage programs;

- The Alma Mater Society, University of British Columbia
- British Columbia Institute of Technology Student Association
- The Students' Union, University of Calgary
- Cambrian Students Inc.
- Centennial College Student Association
- Confederation College Student Union

- Conestoga Students Inc.
- Fairview College Students' Association
- Student Association of George Brown College
- Students' Administrative Council, Georgian College
- Grant MacEwan Community College Students' Association
- Lakeland College Students' Association
- University of Lethbridge Students' Union
- Students' Society of McGill University
- Mohawk Students' Association
- Students' Association of Mount Royal College
- Okanagan University College Students' Association
- Olds College Students' Association
- University of Prince Edward Island Student Union
- Student Representative Council Inc., Saint Clair College
- University of Saskatchewan Students' Union
- Sheridan College Inter Campus Student Corporation
- Southern Alberta Institute of Technology Students' Association
- Wilfrid Laurier University Students' Union
- York University Student Centre Corporation

### **Current Programs Through CA and Their Advantages to UASU**

#### **ABM**

We currently have 2 Campus Advantage ABM's that give us a favorable revenue sharing model. These machines charge only \$1 as a transaction fee which is cheaper than what banks charge now for using a machine not associated to your bank. With transaction numbers of 2021 at the machine in SUB, and 1464 in the machine at the Powerplant, we have received about \$700 in revenue from the two machines for the period between mid-September and October 31. After we sort out some internal logistics with our businesses, we will unveil the coupon capabilities of the machine whereby each user is provided with a choice of a coupon for one of our SU businesses. The revenue sharing for CA machines range from 2-10x the amount earned from major financial institutions. The machines are showing growth in their numbers as more students learn about them and word of mouth spreads. Numbers for November are being processed. Schools with established machines are seeing revenues of up to \$3000 per month from a single machine which shows the potential of this initiative once it is established. We expect to obtain similar numbers with our machines in the future.

#### **GENERAL INSURANCE**

The most popular program in Campus Advantage (and also the most important to us lately) is the General Insurance Program. In partnership with HUB International (previously Rose, Horne & Stevenson Group) this was the ONLY broker in the country that would insure UASU for everything we needed, specifically club and alcohol liability.

Due to changes in the insurance industry, many Student Union's found themselves uninsurable the past two years and were faced with the reality of having to shut down completely or shut down a component of their organization. Our SU also faced a similar reality of drastic changes these past two years. Although much searching was performed by our Personnel Manager Val Stewart, we were unable to find a broker who was willing to insure us for alcohol liability and club liability in the past. We were faced with a stark

reality that we would likely have to shut down our bars and distance ourselves from our Student Groups. Out of need, the general insurance program was started in partnership with HUB International so that Student Organizations could pool together and approach the insurance underwriters with mass and a large premium volume. As a result of the arrangement between schools, HUB International, and Campus Advantage, the broker was able to attain the coverage needed by many Student Organizations and saved many of them from having to shut down their licensed premises.

## HOUSING REGISTRY

A product that originated at the UASU through Information Services has grown into a national program for Campus Advantage in partnership with Whitematter Development. This is an online database whereby landlords, students, tenants are able to list their property for rent or to find a roommate. It provides a useful service in providing students with a free-use registry where they can search for housing for free. Now in use at Edmonton, Calgary, and Winnipeg, it is a huge revenue earner that has garnered UASU revenue of \$30 000 per year. Other programs such as the ride board, exam registry, tutor registry, classified ads directory are available as well.

## The Future

While Campus Advantage is running a deficit and ran into the very hard choice this year of whether to shut down the organization or pursue further due to cash flow issues, significant changes have been made towards a brighter future. As the financial statements show, Campus Advantage is growing and nearing the break-even point, being only \$10 000 away from breaking even operationally compared to previous years which hovered around \$40-70k. While still in its infant stage, Campus Advantage is gradually becoming a viable company of which we are shareholders of.

The two mistakes that has put Campus Advantage in the state that it is now is the failure to call on the loan in year one that was required of all shareholder schools as in the business plan. The board at that time believed the money was not needed and thus did not take the opportunity to take the loan. In year two, the plan called for a second loan which was called upon. As a result of the initial loan not taking place, cash within the organization was low. This has come to a point now where CA needs a cash injection to continue operating. The second mistake that occurred in the early stages was a partnership with Match Marketing for the “gate keeping” aspect where products were not delivered as expected. As a result of the failure to produce expected results, a significant amount of time and resources was fettered away.

With the several years of experience that has occurred, the Campus Advantage Board of Directors, has decided that “gate keeping” is not something Campus Advantage is strong in due to the variability in SA’s and the inability to cater to them all in a template. “Gate keeping” has been a drain on the organization since the start. Rather Campus Advantage has proven success with specific programs that don’t require all schools to participate and has decided to pursue this aspect of the business and grow it. Campus Advantage will be continuing to pursue new programs such as the ABM’s, Housing Registry, possibly even DVD Vending Machines, in the near future in order to get a good deal for all Student Associations. The organization has set itself up to run a trade show which would charge presenters a fee for accessing one of the decision makers in

organizations, typically the Vice President Finance or similar who would be in the area to meet at the Annual General Meeting.

Thus with a new focus and a realization of where the strengths of this organization is, I strongly recommend that council approve a loan to Campus Advantage, of which we are shareholders of.

## Important Information

Number of Shares Owned by UASU	34
TOTAL Shares	216
Initial Price of Each Share	\$400
Total Loan Requested Amount	\$45 000

### **LOAN REQUESTED AMOUNT FROM UASU:** not to exceed \$9000

Required Shareholder Loan Amount (as decided by CA Board of Directors)	\$208.33 / Share
Required UASU Loan Amount	\$7083.22
Interest Rate (as decided by CA Board of Directors)	Prime + 2%

### Repayment Term Restrictions

Payment terms shall be finalized with the CA Board with the restrictions that:

- Interest Rate shall be charged at Prime + 2% as determined at the date of which the agreement is signed.
- Repayment for this loan shall commence 5 years from the date of draw with full repayment with interest to be repaid no longer than 10 years from the same date of draw.

A greater amount is requested to account for the possibility that other shareholder schools may not be able to loan their respective amounts. The total loan amount requested from shareholders is \$45 000. This loan is critical to the survival of Campus Advantage and provided that all shareholder schools approve their loans, only \$7083.22 would be granted from the UASU. However I would like to approve a maximum of \$9000 in order to ensure that Campus Advantage can react quickly in the event that the approved loan amount is not sufficient. It should be noted however, that this loan is not without risk.

With an interest rate of prime + 2%, our Students' Union would be making a return on this loan and ensuring that our initial investment of \$13 600 to purchase shares does not quickly fether away.

## **Possible Amendments to Bill #16**

1. Bylaw 3200, subsection 2.a.: strike "established in accordance with Section 3;" because section 3 was struck.
2. Bylaw 6100, section 14 should read: "interest from the endowment exceeds".
3. Bylaw 6200, subsection 7.f. should be edited to read "CREF" rather than "CREFC".
4. Bylaw 6350, subsection 1.a.i. should be struck, because subsection 1.a. was struck.
5. Bylaw 6500, section 7 should read "Section 3", rather than "paragraph 3".

Submitted by Councilor Lewis.

## Cram Dunk 24/7 January 10 - April 30 2005

### **GROSS MARGIN AND COST OF GOODS SOLD ASSESSMENTS**

Total Revenue	4,400	based on \$40 per night average (which I think is generous) for 110 nights.	
Total CoGS	<u>1,485</u>		
Gross Profit	2,915		
Food Revenue	1,778	40.4%	
Food CoGS	<u>661</u>	37.2%	
Gross Profit	1,116		
Other Revenue	2,622		
Other CoGS	<u>823</u>	31.4%	
Gross Profit	1,799		

### **OVERHEAD ASSESSMENTS**

<b>Staff Costs</b>	13,632	cash, production
Staff as % of Revenue	309.81%	
<b>Supplies Costs</b>	786	extra wear and tear on equipment = more maintenance
Supplies as % of CoGS	52.95%	
<b>Shrinkage</b>	97	this would take away from safewalk, food bank, and campus security
Shrinkage as % of Revenue	2.20%	
<b>Other Overheads</b>	550	This is variable depending upon utilities. Margriet thinks utilities& janitorial will increase
Other O/H as % of Revenue	12.50%	

### **NET PROFIT ASSESSMENTS**

Net Profit/(Loss)	(12,149)
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### No Cram Dunk 24/7 - Other options

#### **Vending machines (i.e., coffee)**

Total Revenue	* Could sell at \$1.00-\$1.25 per cup
Costs	Cost-recovery (cost of cups + coffee; would take 3-4 years to recover losses from machine purchase) \$5000-6000 plus utilities and maintenance

#### **Putting out urns of coffee and leftover product**

Total Revenue	0	* Concern that this would affect evening sales as people would wait until 9:15 to get free coffee rather than purchase at 8:45 pm.
Costs		
Urn	330	One-time purchase
Coffee	<u>1,980</u>	\$6 per urn, up to 3 times per night (someone from night shift to refill), for 110 days
Net Profit/(Loss)	(2,310)	



837

## AREA: Cram Dunk

# Days Per Week		4		3		3		3		3		3		3	
Period	JAN	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
Position	Rate	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$
Cashier p/t	\$7.84	3.00	23.52	3.00	23.52	3.00	23.52	3.00	23.52	10.50	82.32	10.50	82.32	3.00	23.52
cahier f/t	\$8.02	7.50	60.15	7.50	60.15	7.50	60.15	7.50	60.15	0.00	0.00	0.00	0.00	7.50	60.15
donut maker	\$8.32	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96
Subtotal per day		13.50	108.63	13.50	108.63	13.50	108.63	13.50	108.63	13.50	107.28	13.50	107.28	13.50	108.63
Total all days		54.00	434.52	40.50	325.89	40.50	325.89	40.50	325.89	40.50	321.84	40.50	321.84	40.50	325.89

Period	JAN	Hours	\$	Notes
Total (Above)		297	2,382	
P/T Hours		177	1,067	
F/T Hours		120	1,315	
Stat Holiday	4.20%		45	
Benefits F/T			269	GWL-AHC-Ins
RSP	4.75%		62	
Total Labour Cost		594	2,758	

837

## AREA: Cram Dunk

# Days Per Week		4		4		4		4		4		4		4	
Period	FEB	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
Position	Rate	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$
Cashier p/t	\$7.84	3.00	23.52	3.00	23.52	3.00	23.52	3.00	23.52	10.50	82.32	10.50	82.32	3.00	23.52
cahier f/t	\$8.02	7.50	60.15	7.50	60.15	7.50	60.15	7.50	60.15	0.00	0.00	0.00	0.00	7.50	60.15
donut maker	\$8.32	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96
Subtotal per day		14	109	14	109	14	109	14	109	14	107	14	107	14	109
Total all days		54	435	54	435	54	435	54	435	54	429	54	429	54	435

Period	FEB	Hours	\$	Notes
Total (Above)		378	3,031	
P/T Hours		228	1,357	
F/T Hours		150	1,673	
Stat Holiday	4.20%		57	
Benefits F/T			269	GWL-AHC-Ins
RSP	4.75%		79	
Total Labour Cost		756	3,436	

837

## AREA: Cram Dunk

# Days Per Week		4		5		5		5		4		4		4	
Period	<b>MAR</b>	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
Position	Rate	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$
Cashier p/t	\$7.84	3.00	23.52	3.00	23.52	3.00	23.52	3.00	23.52	10.50	82.32	10.50	82.32	3.00	23.52
cahier f/t	\$8.02	7.50	60.15	7.50	60.15	7.50	60.15	7.50	60.15	0.00	0.00	0.00	0.00	7.50	60.15
donut maker	\$8.32	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96
Subtotal per day		14	109	14	109	14	109	14	109	14	107	14	107	14	109
Total all days		54	435	68	543	68	543	68	543	54	429	54	429	54	435

Period	<b>MAR</b>	Hours	\$	Notes
Total (Above)		419	3,357	
P/T Hours		246	1,503	
F/T Hours		173	1,854	
Stat Holiday	4.20%		63	
Benefits F/T			269	GWL-AHC-Ins
RSP	4.75%		88	
Total Labour Cost		837	3,777	

837

## AREA: Cram Dunk

# Days Per Week		4		4		4		4		5		5		4	
Period	<b>APR</b>	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
Position	Rate	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$
Cashier p/t	\$7.84	3.00	23.52	3.00	23.52	3.00	23.52	3.00	23.52	10.50	82.32	10.50	82.32	3.00	23.52
cahier f/t	\$8.02	7.50	60.15	7.50	60.15	7.50	60.15	7.50	60.15	0.00	0.00	0.00	0.00	7.50	60.15
donut maker	\$8.32	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96	3.00	24.96
Subtotal per day		14	109	14	109	14	109	14	109	14	107	14	107	14	109
Total all days		54	435	54	435	54	435	54	435	68	536	68	536	54	435

Period	<b>APR</b>	Hours	\$	Notes
Total (Above)		405	3,245	
P/T Hours		255	1,454	
F/T Hours		150	1,791	
Stat Holiday	4.20%		61	
Benefits F/T			269	GWL-AHC-Ins
RSP	4.75%		85	

**CAMPUS ADVANTAGE INC.**

2

STATEMENT OF LOSS AND DEFICIT  
FOR THE YEAR ENDED AUGUST 31, 2004

	2004	2003
<b>Revenue</b>	<u>\$ 102,838</u>	<u>\$ 48,024</u>
<b>Direct Program Costs</b>		
Participant marketing and commissions	47,108	17,872
Sponsorships	<u>5,000</u>	<u>-</u>
	<u>52,108</u>	<u>17,872</u>
<b>Direct Profit</b>	<u>50,730</u>	<u>30,152</u>
<b>Operating Expenses</b>		
Conferences	7,022	6,675
Advertising and promotion	551	1,663
Professional fees	2,000	1,404
Wages and benefits	37,093	53,538
Travel	4,403	19,269
Insurance	3,805	2,922
Rent	2,340	2,546
Office and general	601	6,484
Telephone and utilities	3	963
Bank interest and charges	397	164
Bad debts	-	1,000
Amortization	1,161	1,160
Interest on shareholders' loans	<u>1,422</u>	<u>4,382</u>
	<u>60,798</u>	<u>102,170</u>
<b>Operating Loss</b>	<b>(10,068)</b>	<b>(72,018)</b>
<b>Other Income</b>	<u>-</u>	<u>464</u>
<b>Net Loss for the Year</b>	<b>(10,068)</b>	<b>(71,554)</b>
<b>Deficit - Beginning of year</b>	<u>(159,289)</u>	<u>(87,735)</u>
<b>Deficit - End of year</b>	<u><b>\$(169,357)</b></u>	<u><b>\$(159,289)</b></u>

*See Accompanying Notes to the Financial Statements*

**CAMPUS ADVANTAGE INC.**

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**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED AUGUST 31, 2004**

	2004	2003
<b>Cash Flows from Operating Activities</b>		
Net loss for the year	\$ (10,068)	\$ (71,554)
Adjustments for non-cash items		
Amortization	<u>1,161</u>	<u>1,160</u>
	(8,907)	(70,394)
Changes in non-cash working capital		
Accounts receivable	(24,093)	6,102
Prepaid expenses	(549)	(264)
Accounts payable and accrued liabilities	38,657	3,696
Deferred revenue	<u>19,206</u>	<u>-</u>
	<u>24,314</u>	<u>(60,860)</u>
<b>Cash Flows from Investing Activities</b>		
Purchase of property and equipment	-	<u>(1,583)</u>
<b>Cash Flows from Financing Activities</b>		
Issuance of Class A shares	-	10,400
Repurchase of Class A shares	-	<u>(400)</u>
	-	<u>10,000</u>
<b>Increase (Decrease) in Cash</b>	<b>24,314</b>	<b>(52,443)</b>
<b>Cash - Beginning of year</b>	<u>18,771</u>	<u>71,214</u>
<b>Cash - End of year</b>	<u>\$ 43,085</u>	<u>\$ 18,771</u>

*See Accompanying Notes to the Financial Statements*